**Instructions:** Complete staff initials next to procedures completed. Do not initial for other staff members. If other staff members are not available to initial checklist items themselves, initial and date a note on the checklist documenting who completed the procedure, e.g., “done by {name}” or “done by nurse.” If a procedure listed on the checklist is not performed, enter “ND” for “not done” or “NA” for “not applicable” beside the item and record the reason why (if not self-explanatory); initial and date this entry. If any procedures are not conducted on the date recorded above, ensure the date procedure conducted is included in the comments section.

| **Procedure** | | **Visits Required** | **Staff Initials** |
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|  | Prepare for exam:   * Exam equipment, documentation, and specimen collection supplies; label as needed. * Explain exam procedures to participant and answer any questions. * Position and drape participant comfortably. | * Visits 1-9 * If indicated at Visit 10 |  |
|  | Collect cervicovaginal fluid (CVF) for **TFV level testing** (for MTN LC).   * Using 1 vaginal swab near, but not touching the VR   Record pre- and post-collection weights.  *Note: Collect blood, rectal fluid, CVF samples for TFV level testing in as close time proximity as possible (within 30 minutes).* | * Enrollment (V2)   *Note: Taken 1 and 4 hrs after VR insertion. Collection timepoints are documented on Enrollment checklist.*   * Visits 3, 4, 5, 6, 8, 9, 10   *Note: V9 – taken prior to and 4 hrs after VR removal. Post-removal collection time point is documented on the Visit 9 Checklist* |  |
|  | Palpate the inguinal lymph nodes to assess for enlargement and/or tenderness. | * Visits 1-9 * If indicated at Visit 10 |  |
|  | Perform naked eye examination of the external genitalia including the perineum, perianal area, and the epithelial lining of the introitus. | * Visits 1-9 * If indicated at Visit 10 |  |
|  | Insert speculum, using warm water as lubricant if needed.  Perform naked eye exam of the vagina and cervix, if applicable. | * Visits 1-9 * If indicated at Visit 10 |  |
|  | Perform visual confirmation of VR in place and document on **Pelvic Exam CRF.** | * Visits 3-8 * Visit 9 *prior to ring removal* |  |
|  | Collect vaginal fluid for **Trichomonas** **NAAT test** at local lab.   * 1 swab from lateral vaginal wall. | * Screening (V1) * If indicated at Visits 2-9 |  |
|  | Collect vaginal fluid for **GC/CT NAAT test** at local lab.   * 1 swab from lateral vaginal wall. | * Screening (V1) * If indicated at Visits 2-9 |  |
|  | Collect vaginal fluid for **microbiota analyses** (for MTN LC).   * 2 flocked swabs from lateral vaginal wall (for q-PCR) * 2 swab from lateral vaginal wall (for culture) | * Enrollment (V2) * Visits 6 & 8 * Visit 9 *prior to VR removal* |  |
|  | *If clinically indicated (symptomatic),* collect vaginal fluid for **wet prep/KOH wet mounts with pH** for evaluation of candidiasis and/or BV at local lab/clinic.   * 1 swab from lateral vaginal wall. | * If indicated at all visits |  |
|  | Collect vaginal fluid for **gram stain analysis** (for MTN LC)**.**   * 1 swab from lateral vaginal wall; turn swab 3x. Roll swab across two labeled slides and air dry. | * Enrollment (V2) * Visits 6 & 8 * Visit 9 *prior to VR removal* |  |
|  | If participant (over age 21) is unable to provide documentation of a satisfactory Pap test within 3 yrs prior to enrollment, collect and perform **Pap Test** at local lab.   * Ecto- and endocervical cells per site SOP. | * Screening (V1) if indicated |  |
|  | Collect cervicovaginal fluid (CVF) for **biomarkers** (for MTN LC).   * Using 1 vaginal swab near, but not touching the VR | * Enrollment (V2) *prior to ring insertion* * Visits 3-8 * Visit 9 *prior to VR removal* |  |
|  | Collect cervicovaginal fluid (CVF) for **anti-HSV-2 activity** for MTN LC).   * Using 1 vaginal swab near, but not touching the VR | * Enrollment (V2) *prior to ring insertion* * Visits 6 & 8 |  |
|  | Collect cervicovaginal lavage (CVL) for **PK, PD and** **biomarker analyses** (for MTN LC).   * From cervix/ upper-end of vagina using syringe technique.   *Note: At V2, CVL is only for PD and biomarkers.* | * Enrollment (V2) *prior to VR insertion* * Visits 6 & 8 |  |
|  | Collect cervical tissue biopsy for **PK testing** (for MTN LC)   * 2 biopsies, 3x5 mm in size, of cervical tissue taken from two different locations.   Record pre- and post-collection weights. | * Visits 5 & 6 *according to assigned biopsy collection schedule (schedule V5 & 8 or V6 & 9)* |  |
|  | Collect cervical tissue biopsy for **PK and** **PD testing** (for MTN LC)   * 4 biopsies, 3x5 mm in size, of cervical tissue taken from two different locations.   Record pre- and post-collection weights for PK only (PD biopsy delivered to and weighed in Local PD Lab). | * Visit 8 & 9 *according to assigned biopsy collection schedule (schedule V5 & 8 or V6 & 9)*   *Note: collect prior to ring removal at Visit 9* |  |
|  | Remove speculum; and perform bimanual exam, if indicated. | * Visits 1-9 * If indicated at Visit 10 |  |
|  | Document all findings on **Pelvic Exam Diagrams** and **Pelvic Exam CRF,** and **STI Test Results CRF**, as applicable.  Document storage of all specimens collected on the **(Timed)** **Cervical/** **Specimen Storage CRFs** and **LDMS Specimen Tracking Sheet**. | * Visits 1-10 |  |

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| **Comments** |
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